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Results of Questionnaire on Counselor-Counselee Ratio.

West Valley Junior Coll., Campbell, Calif.

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Based on fall semester 1968-69 records, the counselor-counselee ratio for each of the 85 California public community colleges is reported. Other information includes average ratios for the 75 semester-system and 10 quarter-system colleges, plans for semester-system schools to convert to the quarter system and the number of hours per week full-time counselors work. (MC)

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OFFICE OF STUDENT PERSONNEL SERVICES
JERRY H. GIRDNER, Dean



January 29, 1969

TO: Deans of Student Personnel, California Community Colleges, etc.

FROM: Jerry H. Girdner, Dean of Student Personnel
West Valley College

SUBJECT: RESULTS OF QUESTIONNAIRE ON COUNSELOR-COUNSELEE RATIO

1. Attached is a copy of the findings of the fourth annual study of the counselor-counselee ratio among the 85 California public community colleges. The study is based on fall semester records (1968-9).
2. In determining the ratios, all respondents were asked to include only that portion of a counselor's time devoted to individual and group counseling (time assigned to student activities, registration, placement, financial aids, health services, evening counseling, administration, etc., was excluded). All colleges were asked to use the same criteria in reporting the number of day-graded students -- p. 2 of Form R-30a as reported to the State in the fall of 1968-9, including full-time and part-time active day enrollment.
3. Ten colleges have converted to the quarter system and 75 are on the semester plan. Starting this year, separate computations have been made for the colleges which are on the quarter system. The range for semester colleges is from 1:167 to 1:1221 and for quarter colleges is 1:285 to 1:340. For semester colleges, Q_1 is 437, the median is 536, and Q_3 is 628, and for quarter colleges Q_1 is 350, the median is 450, and Q_3 is 575. In 1967-8, the 81 California colleges had a Q_1 of 423, the median was 534 and Q_3 was 677.
4. For the first time, averages were also computed. The 75 semester colleges employ 534.81 full-time equivalent day counselors to serve 306,676 day graded students resulting in an average of 1:573. The 10 colleges on the quarter plan employ 65.60 FTE counselors for 27,678 day graded students resulting in an average of 1:422.
5. Following are the results of supplementary information requested as part of the study.

There appears to be no urgency in converting to the quarter system: none of the semester colleges plan to change in 1969-70; 4 plan to change in 1970-1; 7 in 1971-2; 1 in 1972-3; 61 have no definite plans; and 2 plan to move after their local state college changes. Several respondents commented "as late as possible," "as long as we can postpone it," "never--

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RESULTS OF QUESTIONNAIRE ON COUNSELOR-COUNSELEE RATIO

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we hope," etc.

A tri-modal distribution of responses was found in the question pertaining to a normal work week for full-time counselors as follows:

| <u>Hours</u> | <u>Responses (X = 1)</u> |
|--------------|-----------------------------------------|
| 40 | XXXXX XXXXX XX (12) |
| 37½ - 39½ | XX (2) |
| 35 - 37 | XXXXX XXXXX XXXXX XXXXX XXXXX XXXX (33) |
| 32 - 34½ | XXXXX XX (7) |
| 30 - 31½ | XXXXX XXXXX XXXXX XXXXX XXXXX XXXX (29) |
| Other | XX (2) |

Three colleges reported that, in addition to the number of hours reported above, counselors were expected to spend an additional 5 hours on campus, in committee work, or in other assignments.

6. As a follow-up to last year's question pertaining to the trend toward the use of full-time counselors, it appears that 17 colleges (20%) are now employing full-time counselors and the remaining 68 colleges are using various combinations of counseling and other assignments.
7. Thank you for your excellent cooperation. Again we have a 100% response!

JHG/mn

UNIVERSITY OF CALIF.
LOS ANGELES

MAR 20 1969

CLEARINGHOUSE FOR
JUNIOR COLLEGE
INFORMATION

FOURTH ANNUAL
STUDY OF COUNSELOR-COUNSELEE RATIO IN CALIFORNIA COMMUNITY COLLEGES
(FALL SEMESTER - 1968-69)

(by Jerry H. Girdner, Asst. Supt. and Dean of Student Personnel, West Valley College)

COLLEGES ON SEMESTER SYSTEM (#75)

| <u>RANK</u> <u>(1968)</u> | <u>RANK</u> <u>(1967)</u> | <u>COLLEGE</u> | <u>TOTAL FTE</u> <u>COUNSELORS</u> | <u>STUDENTS IN</u> <u>DAY GRADED</u> <u>CLASSES</u> | <u>RATIO OF</u> <u>COUNSELORS TO</u> <u>COUNSELEES</u> |
|------------------------------|------------------------------|-------------------------------|---------------------------------------|-----------------------------------------------------------|--------------------------------------------------------------|
| 1 | (17) | Palo Verde | 1.20 | 200 | 1:167 |
| 2 | (3) | Taft | 2.00 | 491 | 1:246 |
| 3 | (5) | San Joaquin Delta | 15.72 | 5182 | 1:330 |
| 4 | (53) | Lassen | 1.50 | 521 | 1:347 |
| 5 | (7) | Los Angeles Trade-Tech | 13.43 | 4855 | 1:362 |
| 6 | (47) | Santa Rosa | 9.85 | 3733 | 1:379 |
| 7 | (20) | College of Marin | 11.21 | 4355 | 1:388 |
| 8 | (12) | Cuesta | 3.95 | 1567 | 1:397 |
| 9 | (21) | San Bernardino | 13.81 | 5513 | 1:399 ** |
| 10 | (19) | College of the Desert | 3.30 | 1330 | 1:403 |
| 11 | (16) | American River | 16.70 | 6900 | 1:413 |
| (12) | (14) | Coalinga | 1.67 | 703 | 1:421 |
| (13) | (11) | West Valley | 10.26 | 4316 | 1:421 |
| 14 | (10) | Grossmont | 10.25 | 4325 | 1:422 |
| 15 | (4) | Contra Costa | 8.00 | 3477 | 1:435 |
| <u>QUARTILE ONE (437)</u> | | | | | |
| 16 | (68) | Merced | 4.09 | 1814 | 1:444 |
| 17 | (50) | Cypress | 6.20 | 2768 | 1:446 |
| 18 | (35) | Hartnell | 4.40 | 2054 | 1:467 |
| 19 | (15) | Solano | 4.50 | 2106 ¹ | 1:468 ¹ |
| 20 | (28) | Mt. San Antonio | 14.52 | 6843 | 1:471 |
| 21 | (18) | Modesto | 9.60 | 4613 | 1:481 |
| (22) | (24) | Cabrillo | 6.00 | 2890 | 1:482 |
| (23) | (39) | Southwestern | 5.95 | 2868 | 1:482 |
| 24 | (40) | Santa Barbara City | 6.60 | 3189 | 1:483 |
| 25 | - | Canada | 4.10 | 2006 | 1:489 |
| (26) | (8) | San Jose City | 10.35 | 5108 | 1:494 |
| (27) | (31) | Ventura | 7.00 | 3456 | 1:494 |
| 28 | (61) | Mira Costa | 2.10 | 1047 | 1:499 |
| 29 | (32) | Victor Valley | 1.23 | 619 | 1:503 |
| 30 | (45) | Palomar | 5.40 | 2725 | 1:505 |
| 31 | (23) | Imperial Valley | 2.71 | 1370 | 1:506 |
| 32 | (26) | Antelope Valley | 3.31 | 1699 | 1:513 |
| 33 | (25) | Chaffey | 7.18 | 3687 | 1:514 |
| 34 | (33) | City College of San Francisco | 20.00 | 10420 | 1:521 |
| 35 | (42) | Reedley | 2.83 | 1481 | 1:523 |
| 36 | (38) | Sacramento | 14.30 | 7605 | 1:532 |
| 37 | (22) | Laney | 9.25 | 4944 | 1:534 |
| <u>MEDIAN (536)</u> | | | | | |
| 38 | (52) | Yuba | 4.30 | 2339 | 1:544 |
| 39 | (49) | Fullerton | 15.50 | 8475 | 1:547 |
| 40 | (63) | College of the Siskiyous | 1.00 | 549 | 1:549 |
| (41) | (54) | Citrus | 5.55 | 3072 | 1:554 |
| (42) | (66) | Golden West | 5.50 | 3046 | 1:554 |
| 43 | (60) | Cerritos | 10.90 | 6071 | 1:557 |

| RANK (1968) | RANK (1967) | COLLEGE | TOTAL FTE COUNSELORS | STUDENTS IN DAY GRADED CLASSES | RATIO OF COUNSELORS TO COUNSELEES |
|----------------|----------------|-----------------------|-------------------------|--------------------------------------|-----------------------------------------|
| (44) | (36) | Bakersfield | 9.40 | 5285 | 1:562 * |
| (45) | (78) | Barstow | 1.05 | 590 | 1:562 |
| (46) | (34) | Glendale | 5.54 | 3116 | 1:562 |
| 47 | (44) | Moorpark | 3.80 | 2162 | 1:569 |
| 48 | (27) | Porterville | 1.55 | 883 | 1:570 |
| 49 | (41) | Shasta | 4.50 | 2572 | 1:572 |
| 50 | (37) | Monterey Peninsula | 4.80 | 2754 | 1:574 |
| 51 | (2) | Los Angeles Southwest | 2.75 | 1582 | 1:575 |
| 52 | (59) | Compton | 4.76 | 2753 | 1:578 |
| 53 | (65) | Orange Coast | 11.70 | 6825 | 1:583 |
| 54 | (51) | Diablo Valley | 11.47 | 6717 | 1:586 |
| 55 | (58) | Sierra | 3.50 | 2118 | 1:605 |
| 56 | (48) | Allan Hancock | 3.50 | 2131 | 1:609 |
| 57 | (56) | Pasadena | 13.50 | 8246 | 1:611 |
| 58 | (62) | Riverside | 6.64 | 4122 | 1:621 |

QUARTILE THREE (628)

| | | | | | |
|----------|------|-------------------------|--------|--------|------------|
| 59 | (57) | College of the Sequoias | 4.38 | 2777 | 1:634 |
| 60 | (43) | College of San Mateo | 16.50 | 10487 | 1:636 |
| 61 | (64) | Fresno | 2.00 | 6092 | 1:677 |
| 62 | (55) | Santa Ana | 5.50 | 3768 | 1:685 |
| 63 | (77) | Mt. San Jacinto | 1.10 | 778 | 1:707 |
| 64 | (46) | Napa | 2.47 | 1812 | 1:734 |
| 65 | (76) | San Diego City | 5.00 | 3776 | 1:755 |
| 66 | (73) | Rio Hondo | 5.50 | 4220 | 1:767 |
| 67 | (67) | Los Angeles Harbor | 6.60 | 5078 | 1:769 |
| 68 | (74) | Los Angeles City | 13.00 | 10763 | 1:828 |
| 69 | (75) | Santa Monica | 8.85 | 7611 | 1:860 |
| 70 | (71) | El Camino | 10.79 | 9572 | 1:887 |
| 71 | (69) | Long Beach City | 11.84 | 10709 | 1:904 |
| 72 | (70) | Los Angeles Valley | 9.90 | 9933 | 1:1035 |
| 73 | (72) | San Diego Mesa | 5.70 | 6064 | 1:1064 |
| 74 | (80) | Los Angeles Pierce | 8.00 | 8942 | 1:1118 |
| 75 | (79) | East Los Angeles | 5.00 | 6106 | 1:1221 |
| (Totals) | | | 534.81 | 306676 | Av = 1:573 |

COLLEGES ON QUARTER SYSTEM (#10)

| | | | | | | |
|--------------|------|---|-------------------------|-------|------------|----------|
| 1 | - | 2 | Columbia | 1.05 | 299 | 1:285 |
| 2 | (29) | 2 | Foothill | 14.60 | 4657 | 1:319 |
| 3 | (13) | 2 | De Anza | 12.25 | 4091 | 1:334 |
| 4 | (81) | 2 | College of the Redwoods | 5.70 | 1962 | 1:344 ** |
| 5 | (6) | 2 | Ohlone | 3.00 | 1310 | 1:437 |
| MEDIAN (450) | | | | | | |
| 6 | (9) | 2 | Merritt | 13.00 | 6304 | 1:485 |
| 7 | (30) | 2 | Chabot | 11.15 | 5871 | 1:527 |
| 8 | - | | Butte | 2.35 | 1407 | 1:599 |
| 9 | (1) | 2 | Gavilan | 1.50 | 937 | 1:625 * |
| 10 | - | | Saddleback | 1.00 | 840 | 1:840 |
| (Totals) | | | 65.60 | 27678 | Av = 1:422 | |

* Academic advisors not included in FTE or ratio.

** Academic advisors included in FTE and ratio.

1 877 Mare Island apprentices excluded in both number of students and ratio.

2 Not meaningful as quarter system colleges were included with colleges on semester plan in 1967-68.

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